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Minutes Staff Senate Meeting, February 12, 2009

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STAFF SENATE AGENDA
THURSDAY, Feb. 12th, 2009, 9:30 a.m.
Giffels Auditorium

- I. Call to Order – The meeting was called to order at 9:31 am by Paul Bixby
- II. Adopt Agenda – The agenda was adopted as circulated
- III. Employee of the Quarter Presentations – Lisa Frye and Melynda Hart presented Employee of the Quarter Awards to: Karen Stair, Assistant to the Dean of Architecture; Janet Walker, Accountant in Intramural Sports; Doris Self, Switchboard Operator II with the Telephone Exchange; Melissa Longamore, Administrative Assistant II in Mechanical Engineering; and Eddie Smith, Skilled Trades Worker II with PMC Solutions. The supervisors of all the employees who were recognized added their commendations.
- IV. Parking and Transit Announcements – Andy Gilbride – On Monday, Maple Street will be one-lane as the pavement is torn up to replace water lines.
- V. Approval of January 8th, 2008 minutes – The minutes were approved with the following correction: Section VII, J, change 2008 to 2009.
- VI. Senate announcements – Paul Bixby – Introduced new Senator, Jeremy Battjes from Intramural/Recreational Sports. Described the various forms of recognition that staff have received for their work during the ice storm, including the Chancellor's video, the ice storm website, the Chancellor's policy council, etc. The Executive Committee will review membership and attendance next month; it is very important that Senators attend meetings as there will be a great deal happening in the next few months.
- VII. Standing Committees
 - A. Finance – Paul Bixby – Distributed the February report, including the 2008-09 budget, expenses and remaining amounts. Will submit the FY 2010 budget to Dr. Pederson next week.
 - B. Special Events – Javene Mounce – The Staff Picnic will be May 21. Each Senator is expected to work at least two hours and to obtain at least two door prizes. Food donors will be part of the vendor fair.
 - C. Elections – Donnie Blagg – Not present. Paul has the file and will finalize categories and send them out by e-mail.
 - D. Awards – Tyneshia Reynolds – The committee will meet on March 24 and will put out additional publicity. The Outstanding Staff team Award will be presented on April 9th.
 - E. Legislative – Paul Bixby – Yesterday was Razorback Day at the Capitol, with students and alumni from around the state meeting the legislators. March 4th will be the Staff Senate's day with the legislature. A group will carpool to Little Rock.
 - F. Parking and Transit – Henry Rowe – Not present.
 - G. Safety – Javene Mounce/Cat Donnelly – Committee was scheduled to meet but didn't because of the ice storm.
 - H. Internal Affairs – Paul Bixby – ~~In lieu of Working on the website. The Inclement Weather Task Force~~ **reconstituting, a work group including Dr. McMath, Mike Johnson, Tysen Kendig, Carter Ford, and Paul are working on issues regarding inclement weather and hope to meet the intent of the request of Campus Council. Their first task will be to develop a website with FAQs regarding issues relating to policy and procedures on the topic. This approach provides the ability to provide more information than just what is in has removed specific notification methods from the policy. By using this approach, procedures and information can be explained here so it (the policy), doesn't have to be updated continually. They will address**

the issue of early dismissal/closing because of inclement weather. A suggestion was made to list campus buildings that have a policy of staying open during inclement weather.

- I. Employee of the Quarter – Lisa Frye – Lisa would like more nominees in the professional non-faculty category who are in academic units.
- J. Scholarship – Teresa Scott – There will be a May 1 deadline for applications, so the committee won't be active until April. They plan to send letters of thanks to donors.

VIII. Ad Hoc Committees

- A. Scholarship Advancement Committee – Tyneshia Reynolds – the committee will wait until the Staff Senate picnic to promote the fund drive. University Relations will work with the committee on the Gimme 5 scholarship program.

IX. Old Business

- A. Discussion of RIC's Amendment to the Smoking Policy – After discussion of the Senate's options, it was moved and, seconded that the Staff Senate does not endorse nor oppose the RIC proposal because it applies only to residence halls and does not generally affect staff. The motion passed unanimously.

X. New Business

- A. Special Finance Committee Election – Leanna Foshe was nominated and elected to fill the vacant seat on the Finance Committee. Paul indicated that he would appoint her as chair.
- B. "Around the Senate" – Bookstore employees who flexed their hours because they were scheduled to work later in the week of the ice storm have been charged vacation for the time they missed. It was recommended that they raise the issue with Beth Arbuthnot in Human Resources. On February 27th there will be an event at the Alumni House in connection with the effort to reach 35,000 members.

XI. Announcements – Barbara Taylor – Human Resources will sponsor an HR Forum on February 25th from 10:00 until noon in the South Arkansas Union Ballroom. All departments and other units are encouraged to send at least one person and everyone is welcome to come and learn more about HR services and meet key staff. The Governor has issued a proclamation giving state employees up to 40 additional hours of paid leave to deal with storm damage to their principal place of residence. The need must be documented, but examples might include meeting with insurance adjustors, electricians, roofers and other contractors or tree companies about trees that are on or threatening the house. The Chancellor's executive committee has agreed to pay hourly people for the hours they were scheduled to work during the ice storm. Becky Shoemaker has sent instructions to her listservs and can be contacted if there are questions.